

# COUNTER-TERRORISM AND SPECIAL OPERATIONS BUREAU

**NOTICE**  
1.15

November 2, 2020

**TO:** All Commanding Officers

4 11-3-20

**FROM:** Commanding Officer, Counter-Terrorism and Special Operations Bureau

**SUBJECT:** PROCEDURES FOR VIDEO DOWNLINK FEED FROM AIR SUPPORT  
DIVISION HELICOPTERS

## PURPOSE

The video downlink feed from Air Support Division (ASD) helicopters is a critical tool used by an Incident Commander (IC) to maintain situational awareness at a pre-planned or spontaneous event. The purpose of this Notice is to outline and establish procedures for the deployment, recording, and retention of video from downlink feeds.

The Department remains steadfastly committed to protecting the community and ensuring public safety by adhering to the law and building public trust. Accordingly, this program will be monitored with appropriate oversight, by the Board of Police Commissioners and its Office of Inspector General, that is reflective of sensitivity to community concerns and privacy issues.

## PROCEDURE

A request for a video downlink feed for either a pre-planned or spontaneous event is made through Counter-Terrorism and Special Operations Bureau (CTSOB). Upon approving a request, CTSOB will direct Major Incident Response Team (MIRT), Emergency Services Division (ESD), personnel to respond to the designated Command Post (CP) and establish a video downlink feed from ASD helicopters. After establishing the video downlink feed, real-time video footage of an incident will be available for viewing at the CP. Major Incident Response Team personnel will remain at the CP and monitor the video downlink feed until it is determined by the IC that the video downlink feed is no longer needed.

During the occurrence of a significant activity, and as directed by the IC, MIRT personnel will initiate recording of the video downlink feed. The ultimate decision to record the video downlink feed will be at the discretion of the on-scene IC. That individual must hold the rank of Captain or above. Major Incident Response Team personnel shall document the date, time, IC giving authorization and aircrew information for each recording activation. Documentation shall be made on the Incident Command System Activity Log 214, Form 14.20.12.

## RETENTION

After the completion of the incident, MIRT personnel shall ensure that the video downlink recording is booked and retained in accordance with current City retention requirements.

If you have any questions regarding this Notice, please contact Lieutenant Robert Beckers of ESD at (213) 486-5730.

APPROVED:

A handwritten signature in blue ink, appearing to read "Peter A. Zarcone".

PETER A. ZARCONE, Deputy Chief  
Commanding Officer  
Counter-Terrorism and Special Operations Bureau

A handwritten signature in blue ink, appearing to read "Dominic H. Choi".

DOMINIC H. CHOI, Deputy Chief  
Chief of Staff  
Office of the Chief of Police